



SNOHOMISH COUNTY SHERIFF'S OFFICE
INTEGRITY • DIGNITY • COMMITMENT • PRIDE
CIVIL UNIT 424-388-3522

REAL PROPERTY - WRIT OF ATTACHMENT – INTAKE REQUIREMENTS - RCW: 6.25

Documents / Information Needed:

_____ **Letter** of Instruction.

_____ If writ from Snohomish County Court: **Original** writ and **two** copies.

(Directed to Snohomish County Sheriff)

From *other counties* in Washington: **1 Certified Copy** of writ and **three** copies.

*****NOTE: LEGAL DESCRIPTION MUST BE INCLUDED IN THE WRIT*****

_____ Advance fees of **\$200.00**. (estimate amount)

_____ **Property Tax Parcel number** is required to record the writ with the auditor. Make sure it is included in the writ or letter of instruction. This number needs to be provided to us.

If the tax parcel number is not included but the information is available, we cannot write it for you so you must write it for us.

_____ **If sheriff is to serve defendants**, you must provide the address of the defendants and copies of documents required to be served as described in RCW 6.25.070.

RCW 6.25.070 requires service of Order to Show Cause, plaintiff's affidavit, homestead statutes, and copy of Notice of Right to Hearing, if the writ is issued without prior notice. The plaintiff usually takes care of this service, but may request the sheriff to do so, in which case these documents are served in the same manner as a summons.

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